



**Chinese-American  
Planning Council, Inc.**

## **PRESS RELEASE**

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### **Chinese-American Planning Council, Inc. Launches National Search for President & Chief Executive Officer**

**May 11 2016 | Chinese-American Planning Council, Inc. & Affiliate Organizations**

**[New York, NY] May 11, 2016** - Chinese-American Planning Council, Inc. (CPC) and its affiliate organizations announced the launch of their search for the next President & Chief Executive Officer to succeed Janice Won who has been serving as Interim President & Chief Executive Officer. Since Spring 2015, Ms. Won has successfully led the organization through a leadership transition. In its 51st year, CPC, with its 700+ staff together with the Board of Directors, is poised for growth into the next 50 years and beyond, as one of the largest and oldest Asian American nonprofit social services agencies in the United States. Board Chair, Jenny Low, states: "We are pleased to begin the formal stage of process to identify the executive responsible for leading the vision and mission of CPC and affiliates and who will be a strategic partner with our boards of directors to lead this prestigious institution."

The Search Committee for CPC's Board of Directors will be leading the search on behalf of CPC and its affiliate organizations, and is pleased to announce that The Robin Hood Foundation is offering its support to CPC which joins forces in leading the fight against poverty in New York City.

The Search Committee has engaged Diversified Search as the executive search firm. Please see the attached job description summary. For additional information regarding the position or to refer qualified candidates, please contact: Gerard F. Cattie, Jr., Managing Director, Diversified Search at 212.542.2587, or email at [gerard.cattie@divsearch.com](mailto:gerard.cattie@divsearch.com).

### **About Chinese-American Planning Council, Inc. (CPC) and its Affiliate Organizations**

Chinese-American Planning Council, Inc.'s mission is to serve the Chinese-American, immigrant and low-income communities in New York City by providing services, skills and resources leading to economic self-sufficiency. Our vision is to be the Model Service and Leadership Development Organization.

As one of the largest Asian American nonprofit social services agencies in the United States, CPC provides culturally sensitive programs for all ages. CPC currently serves over 8,000 people daily through 50+ contracted programs in 30+ locations in Manhattan, Brooklyn and Queens. <https://www.cpc-nyc.org>

CPC's affiliate organizations include the Chinese-American Planning Council Home Attendant Program, Inc., Chinatown Planning Council Housing Development Fund Company, Inc. (senior housing), Nan Shan Local Development Corporation (Flushing building in development), The CPC Tribeca Center, Inc., (program space in TriBeCa) and 16 Dutch Housing Development Fund Corp. (affordable housing Financial District)

### **About Robin Hood Foundation**

Robin Hood is New York's largest poverty-fighting organization, and since 1988 has focused on finding, funding and creating programs and schools that generates meaningful results for families in New York's poorest neighborhoods. Since its founding, Robin Hood has raised more than \$1.95 billion in dollars, goods and services to provide hundreds of the most effective soup kitchens, homeless shelters, schools, job-training programs and other vital services that give New York's neediest citizens the tools they need to build better lives. <https://www.robinhood.org>

### **About Diversified Search**

With more than 40 years in executive search, Diversified is among the top 10 U.S. executive search firms and the largest U.S. woman-founded and owned firm in the industry. Diversified is recognized for delivering high quality senior-level executive and corporate Board searches across all industry sectors nationally and internationally. Headquartered in Philadelphia, Diversified Search also has U.S. offices in Atlanta, Chicago, Cleveland, Los Angeles, Miami, New York, San Francisco, and Washington, D.C., and worldwide in Europe, Asia-Pacific, Middle East, and the Americas. Diversified is the exclusive U.S. partner of AltoPartners, the international alliance of independent search firms with offices in over 30 countries worldwide. For more information, go to <http://www.diversifiedsearch.com>.



***Summary of Position Description:***

**Chinese-American Planning Council, Inc. & Affiliates  
President and Chief Executive Officer  
New York, New York**

Founded in 1965, the Chinese-American Planning Council, Inc.'s (CPC) mission is to serve the Chinese American, immigrant, and low-income communities in New York City by providing services, skills, and resources towards economic self-sufficiency.

As the largest nonprofit multi-social service agency serving the Asian community on the East Coast and one of the oldest and largest such organizations in the United States, CPC provides culturally sensitive programs for all ages. CPC serves over 8,000 people daily through more than 50 contracted programs in over 30 locations in Manhattan, Brooklyn, and Queens. CPC offers community services, childcare, youth services, workforce development, senior services, and other innovative resources to a predominantly low-income, immigrant community. CPC's model closely resembles that of its settlement house peers – serving local neighborhoods through community-based services tailored to each group's specific needs. CPC's affiliate Chinese-American Planning Council Home Attendant Program, Inc. (CPCHAP) provides home attendant services to thousands in all five boroughs. CPC's affiliate Chinatown Planning Council Housing Development Fund Company, Inc. operates an affordable senior residence. CPC's other affiliates own and manage the property and buildings which provide affordable housing or house CPC and CPCHAP offices, programs, or services provided by CPC and its affiliates. The annual budget of CPC and affiliates is more than \$130 million.

This is an exciting and evolutionary time for CPC. After recently completing a proactive and thoughtful strategic planning process toward CPC's future, the organization is well positioned to celebrate the past 50 years of service and forge ahead with its vision to evolve into a "Model Service and Leadership Development Organization" serving immigrant and low-income communities.

Amid a favorable climate of change and forward-thinking energy, CPC and its affiliates seek their next President and Chief Executive Officer (CEO). The President and CEO is responsible for leading the vision and mission of the organizations as defined by the Boards of Directors and implementing policies and achieving goals and objectives established by the boards that provide guidance and direction. The individual will serve as President and CEO of CPC and each of its affiliates. The individual is responsible for the financial, programmatic, and administrative management of CPC and of each of its affiliated entities.

The President and CEO must be a strong, articulate, and engaging leader with a clear vision for the organizations' future, and possess excellent outreach, relationship management, and fundraising skills. The ideal candidate is someone who leads with trust and respect and is adaptable in changing environments. Overall knowledge and experience working with complex nonprofit management structures are required. Other key elements of the position include formulating and implementing the fundraising and public relations strategies. An understanding and passion for the immigrant experience and cultural competence are essential. The ability to think strategically and innovatively, to be versatile and agile, along with strong business acumen to ensure sustainability and growth, are crucial success factors as CPC heads into the next 50 years.

The successful candidate will lead with integrity, professionalism and dedication, possessing the highest moral and ethical standards. The individual must be decisive, self-motivated, and forward thinking, and a leader with proven abilities to make decisions, execute change, and drive results. The individual will bring energy, passion, and a demonstrated commitment to CPC's and its affiliates' missions.

Required qualifications: genuine passion for and alignment with the missions of CPC and its affiliates; Bachelor's degree in management, business, nonprofit management, or a related field (advanced degree preferred); minimum of eight years of progressively responsible, senior-level, executive management or equivalent experience and demonstrated success within a complex, multi-stakeholder nonprofit, public, or private-sector organization (leadership experience within a similar, nonprofit multi-social service agency is preferred); strong knowledge of modern business and management principles and proven experience leading organizational change; seasoned manager of people who is able to lead and support a diverse administrative team and is willing to roll up her/his sleeves; an accessible leader and team builder who will support the professional growth of internal resources, promote innovative thinking at all levels within the organizations, and foster a transparent culture which allows individuals to take risks; successful track record in growing revenues and fundraising in the nonprofit, private, or public sector; extensive experience with the Asian American, immigrant, and/or low-income communities, with demonstrated corresponding cultural acumen and sensitivity, and the ability to connect with CPC constituencies; excellent and sound judgment in the development, implementation, and evaluation of strategies, business plans, policies, and procedures; ability to balance the business and mission aspects of a multi-social service agency; track record of highly proficient financial and management skills including risk assessment; experience in providing professional, accurate, and strategic information and counsel to a nonprofit board, accompanied by an eagerness to educate, develop, and partner with committed board membership; an understanding of the systems and processes necessary in the highly legally and governmentally regulated environments in which CPC operates; an appreciation of the need to build the organization's capacity to provide increasingly sophisticated data to support informed decision-making; knowledge of real estate development and property asset management preferred; excellent communication and presentation skills, with verbal and written fluency in English [working proficiency in Chinese (Mandarin and/or Cantonese) preferred].

CPC has retained Diversified Search to assist in this confidential search process. Inquiries, nominations and applications (current resumes and cover letters) should be directed electronically to:

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